

Communications Unit Workgroup (COMU WG) Meeting

FRIDAY, MARCH 5, 2021

1:00 PM

MEETING MINUTES

1. Meeting called to order at 1:00 PM.

Members present via teleconference: Carl Guse, Paul Hughes, Brian Jansen, Todd Lindert, Jim Stromberg, Erik Viel, Kevin Wernet, James Westover. Also present via teleconference: Jamie Formea, Meredith Hauge, and Margaret Zieke.

Members absent: Rick Lange and Bill Tyler.

2. Review and Approval of January 14, 2021 Meeting Minutes.

Motion to approve the meeting minutes by Jansen. Seconded by Lindert. Unanimous approval.

3. Public Comment – There was no public comment.

4. Position Task Books (PTBs)

- A. Review/Initial Approvals

- 1) Paul Hughes – Communications Leader (COML)

Motion to back date an extension and approve the PTB for Paul Hughes by Wernet. Seconded by Jansen.

Discussion by Wernet: Hughes has an extensive background in the communication world and has had several real challenges while also surrendering his task book sign-off opportunities to others. Unanimous approval.

- B. 2020 Recognized COMU Personnel Renewal Applicant

- 1) Todd Lindert – Communications Unit Leader (COML) and Communications Technician (COMT)

Motion to approve the PTB Renewal for Lindert by Westover. Seconded by Guse. Unanimous approval.

- C. Discussion and Possible Action

- 1) Erik Engle's PTB Status

- Group discussion on next steps for Erik Engle's PTB
- Westover will reach out to ask him if he wants to request another extension or if he wants to close out the process.

5. Review COMU PTB Evaluator Applicant

- A. Joe Massie

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Motion to approve Joe Massie as an evaluator by Westover. Seconded by Lindert.

6. Review Proposed Edits to the COMU WISCOM TG Policy
 - A. Group review and discussion of the policy.

Motion to approve the policy as edited during the meeting by Lindert. Seconded by Hughes. Guse, Hughes, Jansen, and Lindert in favor. Viel opposed. Westover abstained. Stromberg and Wernet left the meeting prior to the motion.

7. Encryption for COMU WISCOM Talkgroups
 - A. Discussed the Storage Location Number (SLN) for encryption.
8. COMU LTE Personnel Charter
 - A. Zieke reviewed the draft Program Guidance Document and there was general discussion on the program and process.
9. Discussion on Obtaining a TA for an ITSL Course – This was tabled for the next meeting.
10. Discussion on Clarifying Roles of Training and Budget from WEM vs. OEC – This was tabled for the next meeting.
11. COMU Training and Exercise Updates – This was tabled for the next meeting.
 - A. SIMCO, DARES, and COMU Training
 - B. SIMCOM Day 1 Encryption Training
12. Review Exercise Schedule for PTB Eligibility – This was tabled for the next meeting.
13. Meeting adjourned at 3:04 PM.

Motion to adjourn by Westover. Seconded by Jansen. Unanimous approval

Respectfully Submitted,
Meredith Hauge
DMA/OEC